

**James Prendergast Library Association  
Board of Trustees  
Minutes of the Meeting Held on October 20, 2016**

1. President, Tom Rankin called to order the Board of Trustees Meeting at 5:15PM.  
Present: Micki McCray, Kris Denslow, Tom Price and Lynn Warner  
Absent: Dave Conklin and Joni Blackman  
Staff present: Tina Scott, Bobbi Caswell and Janet Messel
2. Public Comment – 4 in attendance. No comments were made.
3. Consent Agenda – the agenda was passed.
4. Treasurer's Report – Kris Denslow presented the financials for the month.
  - a) Fundraiser Report – Tom Rankin and Tina Scott reported on the latest fundraising event – the Local Art Auction held on 10/15. Not all of the figures are in but an estimated profit is about \$2200.00. Over 40 pieces of art were sold, there were approximately 50 people in attendance, and the music and refreshments were well received. Overall, it was felt this was a very successful first time event and plans to host a similar event next year already on the books. There is an Applebee's event scheduled for 11/8. Our letter campaign is going strong with a good return response. A second mailing will go out before the end of the year.
5. Director's Report – Tina Scott presented the report. Included was the expected, but still devastating news that the City of Jamestown has cut our funding by \$250,000 (71% of last year's amount) for 2017. She noted that our overall numbers (visits, circulations) are down but attributes that to budget cuts that have resulted in a cut in hours and the reduction of new materials purchased. Positive news was the growth in attendance of our various programs, including a new Tong Ren healing class (28), the Alzheimer's Assn. class for caregivers (42) and the Teen Makerspace events (28). The 12<sup>th</sup> Annual Murray L. Bob Memorial Lecture will be held on Nov. 3. The speaker will be Dr. Jerome Slater. 82.75 hours of volunteer time were donated.
6. Unfinished Business –
  - a) Teen Policy Committee Report – the policy was given a final review with the board determining it would stand as adopted on August 18, 2016.
  - b) Construction update – Tom Rankin reported that the elevator is complete and the restrooms are open. Both projects are now ADA compliant. Final bills are still coming in but this phase will soon be closed.
7. New Business
  - a) 2017 Health Insurance – our insurance broker has suggested we change our coverage year to run 12/1/16 - 11/30/17 for audit and budget purposes. However all pertinent information was not available at meeting time so discussion has been tabled until the November meeting. I believe all the information was handed out but the board did not have the time they needed to review.

- b) Co-Central Plan Approval – discussion was tabled until the November meeting.
8. Executive Session – A motion to enter Executive Session at 5:45pm to discuss an ongoing issue was made (Tom Price/Kris Denslow), passed and carried. A motion was made (Kris Denslow/Lynn Warner), passed and carried to exit the Executive Session at 6:51pm.
9. Next meeting is Thursday, November 17, 2016 in the Fireplace Room. Meeting was adjourned at 6:52pm.

Respectfully Submitted by  
Micki McCray  
Secretary

DRAFT